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B		Time Factors in Processing Overt and Semi-Covert Cases	
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C			
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OFFICE OF SECURITY

STATUS OF OVERT AND SEMI-COVERT CASES

Month of January 19 59

TYPE OF CASE	PEND Beginning of Month	RECD During Month	PROCESSED					PENDING	
			Appd	Dis- Appd	Can- celed	Other Action	Total	Defd	Reg
1. APPLICANT TYPE									
a. T/O Staff Applicants	499	226	94	15	50*	32	191	17	517
b. Other Full Fld. Inves.	903	276	87	9	26	60	182	-	997
Totals	1402	502	181	24	76	92	373	17	1514
	1387	397					284	-	1500
	105	48					16	-	137
Totals	1492	445					300	-	1637
3. CLASSIFIED PROCUREMENT	515	322					157	-	680
4. TECHNICAL CONTACTS	90	29					11	-	108
5. ADMIN. SUPPORT	89	24					3	-	110
6. MISCELLANEOUS	65	0					4	-	61
Totals	759	375					175	-	959
GRAND TOTALS	3653	1322					848	17	4110

\* Of these cancelled, 16 were cases presented by the Office of Security to the Medical-Security-Personnel Review Panel for consideration.

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C-O-N-F-I-D-E-N-T-I-A-L

JANUARY 1959

	<u>Total</u>	<u>Presented by</u>	
<u>RECORD OF MSP REVIEW PANEL ACTION:</u>		<u>Security</u>	<u>Other</u>
* Cases pending at start of month:	18	12	6
New cases brought before Panel during month :	27	18	9
TOTAL CASES ON AGENDA :	45	30	15
Approved :	9	5	4
Disapproved :	24	16**	8
Otherwise cancelled :	2	2	0
Pending at end of month :	10	7	3

\* Pending at end of December 1958 should have read 12 from Security and 6 others rather than 11 from Security and 7 others as reported. Grand total remained the same.

\*\* These 16 cases are reported in the monthly report under T/O Staff Applicants - Cancelled.

TABLE A-1

C-O-N-F-I-D-E-N-T-I-A-L

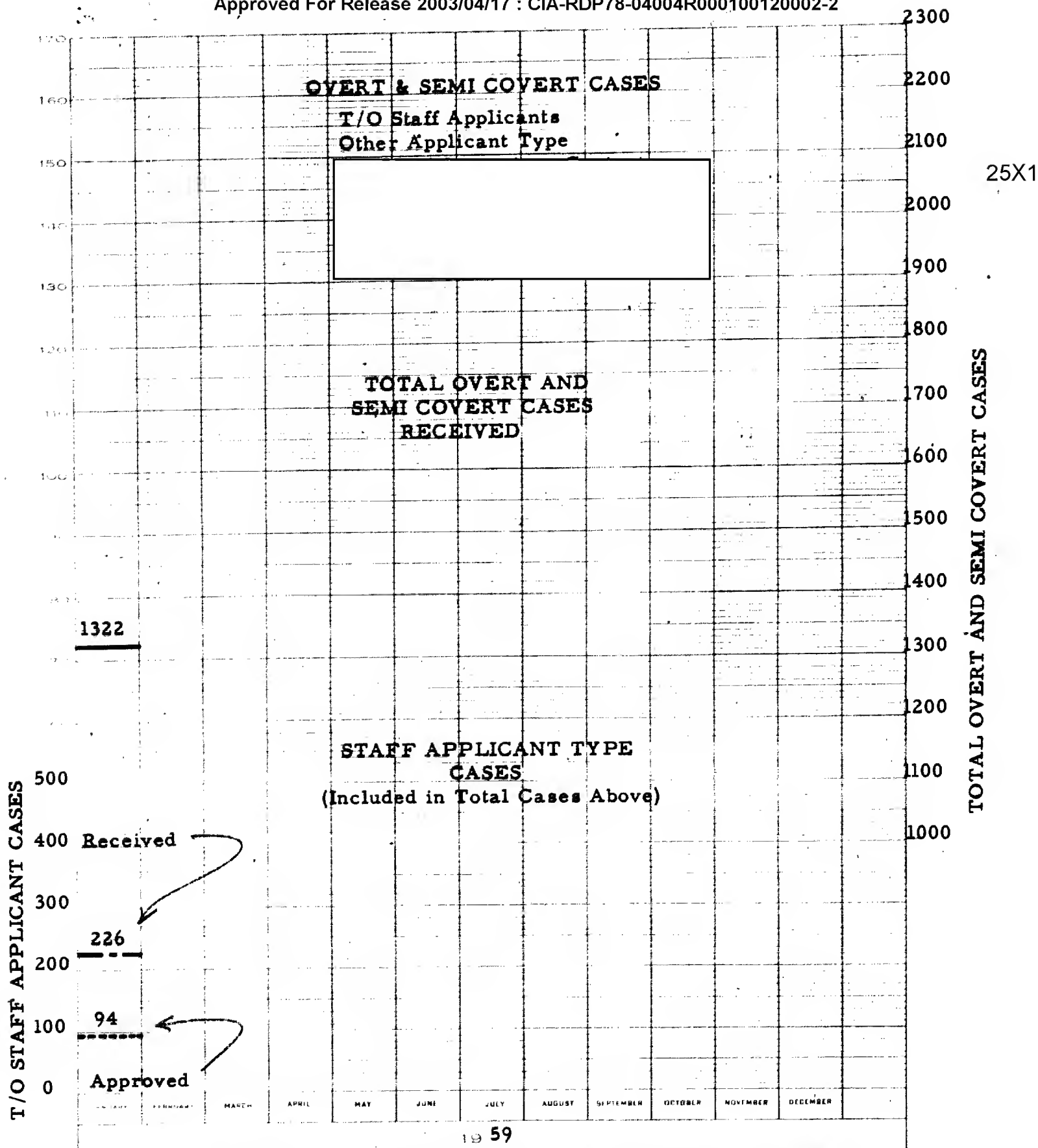
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TIME FACTORS IN PROCESSING OVERT & SEMI-COVERT CASES

Month of January 19 59

1. PROCESSING TIME (For <u>115</u> Regular Cases)			
Time required during month to process to Approval or Disapproval, "Applicant Type" cases received from Office of Personnel  (Average number of Days):	DAYS in INVESTIGATION	DAYS in APPRAISAL	TOTAL DAYS
	65	20	85

2. ANALYSIS OF PROCESSING TIME	CASES
a. Less than 30 days	8
b. 31 to 60 days	4
c. 61 to 90 days	48
d. 91 to 120 days	46
e. 121 to 150 days	8
f. over 150 days	1

3. CASES PENDING OVER 90 DAYS	STATUS	
Number of "Applicant Type" cases received from Office of Personnel and pending more than 90 days	Deferred	Regular
	0	68
	Total 0	68

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**PROCESSING TIME  
OF  
"APPLICANT TYPE" CASES**

**TOTAL AVERAGE DAYS REQUIRED  
TO COMPLETE**

**DAYS**

**85**

**65**

**DAYS IN INVESTIGATION**

**20**

**DAYS IN APPRAISAL**

**19 59**

**Chart #2**

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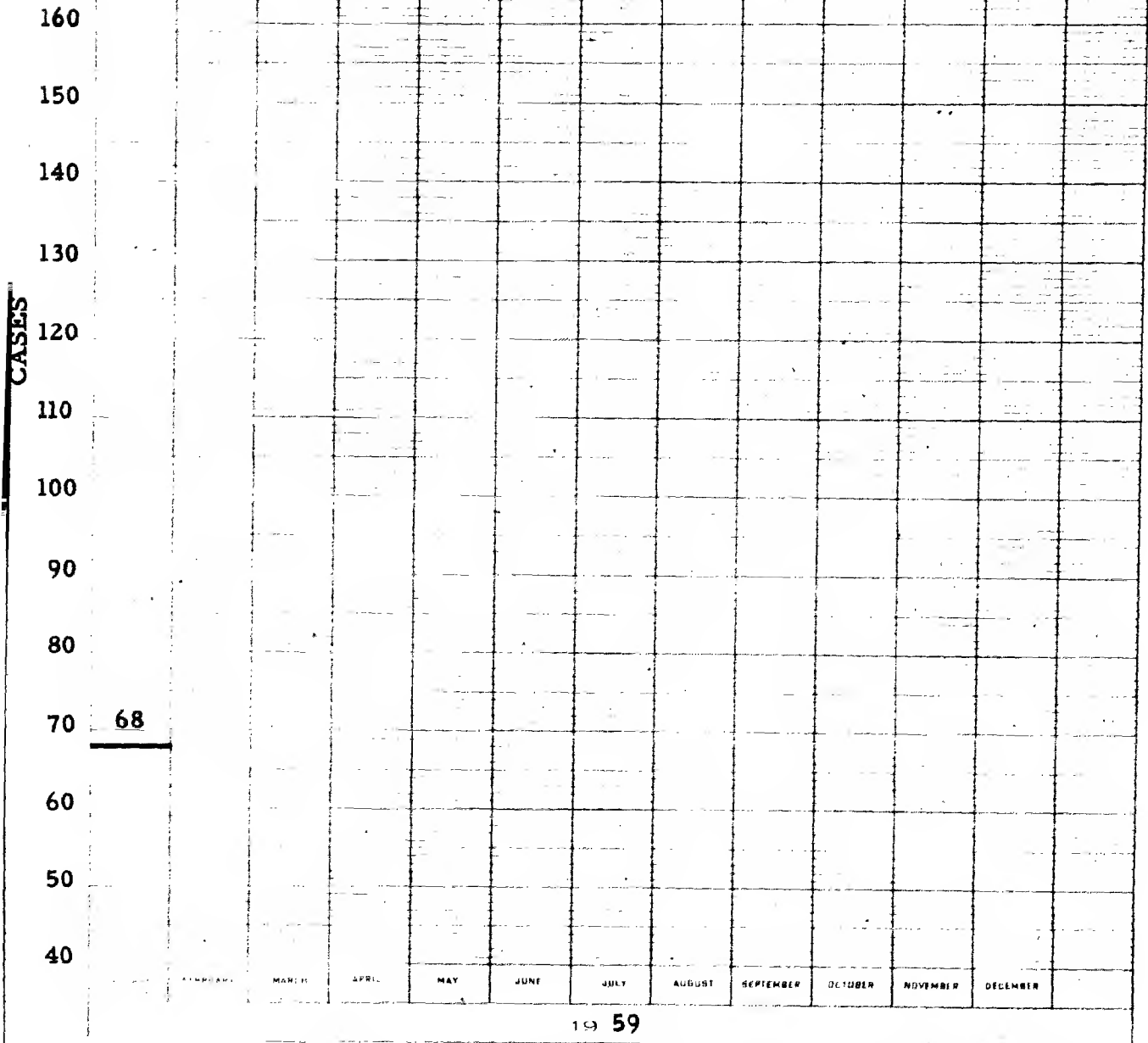
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**PROCESSING TIME  
OF  
"APPLICANT TYPE" CASES**

**CASES PENDING  
OVER 90 DAYS**



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OFFICE OF SECURITY

CONTROL, SUPPORT AND SERVICE OF OVERT ACTIVITIES

Month of January 19 59

ACTIVITY		ACTIONS
1. Requests for CIA record checks received from other agencies		2751
2. Security files reviewed in response to other agency requests (Requests pending over 10 days <u>161</u> )		173
3. Employee interviews (Returnees, Resignees, Official Travelers and Special)		457
4. Employees' transfer and reassignment actions reviewed		466
REQUESTS FOR APPROVAL OF:	Disapproved	Approved
	1	175
	5	19
	5	20
	(Total pages reviewed <u>720</u> )	
	10	730
8. Liaison contacts	7	288
9. Miscellaneous outside activities		

TRAINING ACTIVITIES

1. Security personnel receiving training during month 34
2. Agency Security Indoctrination group lectures given 3  
(Attendance 82)
3. Agency Security Reindoctrination Group Lectures Given 4  
(Attendance 347)
4. Total Number of Man-Hours Devoted to Training
5. Total Number of Man-Hours Available to Office of Security
6. Per Cent of Man-Hours Available to Office of Security in Jan. 1959  
Devoted to Training

25X1

25X1



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OFFICE OF SECURITY  
PHYSICAL SECURITY DIVISION ACTIVITIES

JANUARY 1959

## I

Headquarters security violations reported, investigated and charged	<u>40</u>
Overseas security violations reported and charged	<u>22</u>
Total violations	<u>62</u>
Alleged violations investigated and cleared	<u>16</u>
Foreign physical security surveys completed	<u>0</u>
Domestic physical security surveys completed	<u>6</u>
Physical security guidance and support actions rendered at Headquarters for:	

25X1

Special foreign TDY physical security assignments (Man-days)	<u>0</u>
Special security investigations (Man-days)	<u>50</u>

25X1

## II

Briefings and instructions in technical security	
Overt personnel (Man-hours)	<u>11</u>
Covert personnel (Man-hours)	<u>26</u>

**SECRET**TABLE F (Page 1)

PHYSICAL SECURITY DIVISION ACTIVITIES - JANUARY 1959

III

NSO night security inspections (offices)		<u>968</u>
Other security matters handled after hours by NSOs		<u>1,688</u>
Safe combinations changed		<u>204</u>
Safes repaired		<u>454</u>
CIA identification processes performed		<u>129</u>
Regular, Limited, Special and Maintenance Employee (GSA) badges issued		<u>2,247</u>
Visitor passes issued (Total)		<u>9,390</u>
General Visitors:		
Processed by Guards	<u>1,396</u>	
Processed by Receptionists	<u>4,813</u>	
Total		<u>6,209</u>
Applicants		<u>765</u>
Forgotten badges		<u>628</u>
Deliveries, etc.		<u>1,788</u>

25X1

IV

Safety inspections and investigations		<u>32</u>
Safety briefings, meetings and conferences		<u>12</u>

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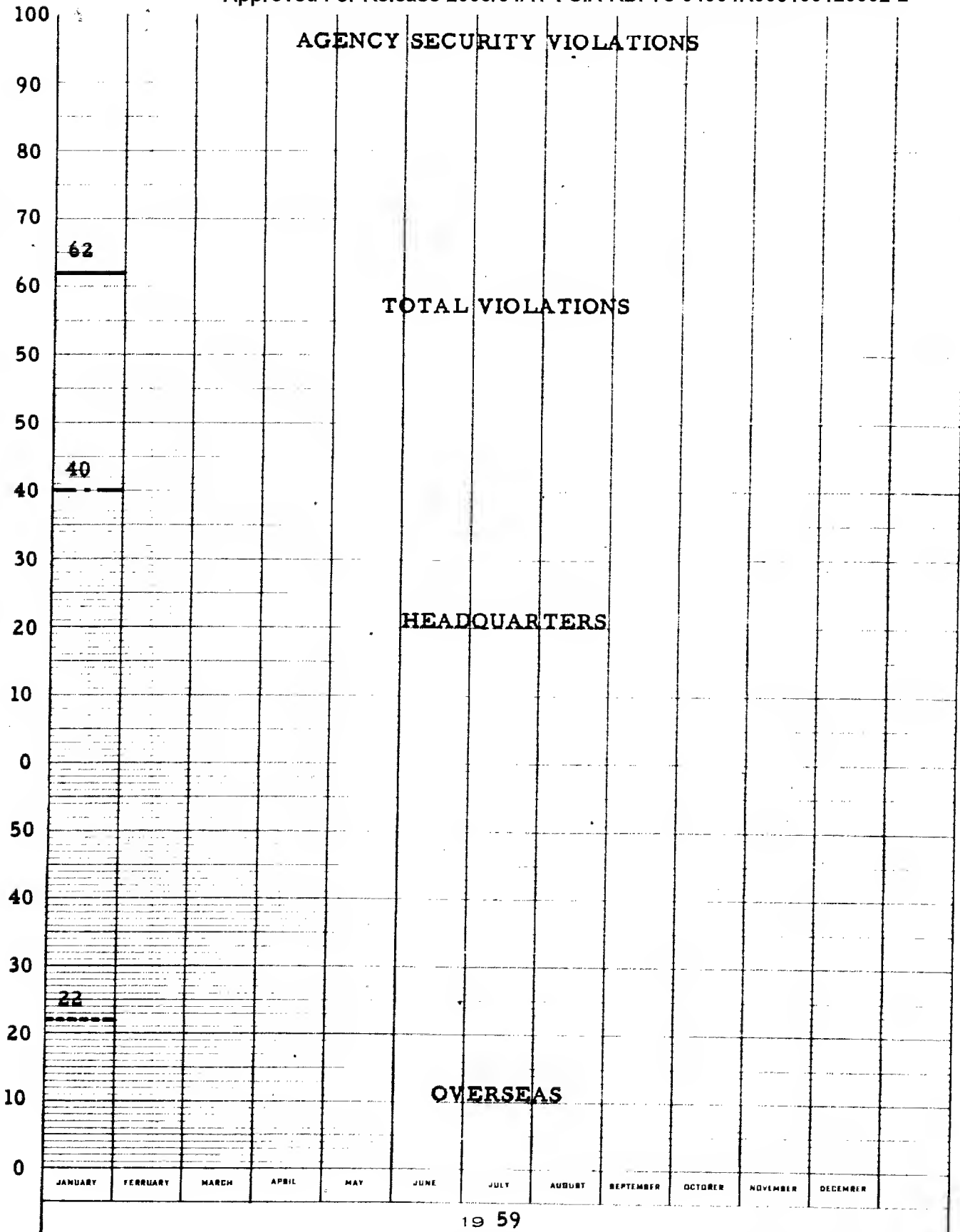
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# AGENCY SECURITY VIOLATIONS

TOTAL VIOLATIONS

HEADQUARTERS

OVERSEAS



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PHYSICAL SECURITY ACTIVITIES

AT NEW BUILDING SITE

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New Building Site

Contract guards on duty	<u>13</u>
Permanent type photographic badges issued	<u>173</u>
One-day (non-photographic) badges issued during period	<u>398</u>

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TABLE G

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